



LOS ANGELES COUNTY COMMISSION ON HIV

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STANDARDS OF CARE COMMITTEE MEETING MINUTES September 3, 2009

Approved
10/1/2009

MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	HIV EPI AND OAPP STAFF	COMM STAFF/CONSULTANTS
Angélica Palmeros, <i>Co-Chair</i>	Sharon Chamberlain	Jim Chud	Angela Boger	Jane Nachazel
Fariba Younai, <i>Co-Chair</i>	Maxine Franklin	Louis Guitron	Tia Mao	Glenda Pinney
Mark Davis	Jennifer Sayles		Lanet Williams	Doris Reed
David Giugni			Juhua Wu	Craig Vincent-Jones
Terry Goddard				
Brad Land				
Jenny O'Malley				
Everardo Orozco				

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- 10) **Memorandum:** Commission Research and Related Proposal Topics, 7/14/2009
- 11) **Grant Application Response:** NIH, Summary Statement, HIV Oral Health Modeling and Effectiveness Study (HOHMES), 7/28/2009
- 12) **Table:** "Evaluating Service Effectiveness" Methodology: Update (From June 12, 2008), 8/17/2009
- 13) **Table:** Applying "Evaluating Service Effectiveness" Methodology in FY 2009: Plan and Timeline, 8/17/2009
- 14) **PowerPoint:** Medical Care Coordination (MCC): Background and Development, 8/3/2009

1. **CALL TO ORDER:** Ms. Palmeros called the meeting to order at 10:45 am.
2. **APPROVAL OF AGENDA:**
MOTION #1: Approve the Agenda Order (*Passed by Consensus*).
3. **APPROVAL OF MEETING MINUTES:**
MOTION #2: Minutes for the 8/6/2009 Standards of Care (SOC) Committee meeting approved (*Passed by Consensus*).
4. **PUBLIC COMMENT, NON-AGENDIZED:** There were no comments.
5. **COMMISSION COMMENT, NON-AGENDIZED:**
 - Dr. Younai reported that the annual AIDS Education and Training Center (AETC) meeting will be 9/13-17/2009, and that she has submitted an HIV Oral Health Modeling and Effectiveness Study (HOHMES) abstract on the Commission's behalf.

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- Dr. Davis reported he and Ms. O'Malley attended an Office of AIDS Programs and Policy (OAPP) Case Management (CM), Home-Based and Medical Outpatient provider meeting during which Mario Pérez, Director, OAPP, stated that the Commission's standards of care represent the "ideal", not "minimum expectations." Mr. Pérez additionally said that if the jurisdiction had to follow the medical outpatient standards, it would need twice as many resources.
- Additionally, there were issues raised concerning caseload requirements in the CM, Home-Based standard. Mr. Vincent-Jones reported that any language in the CM, Home-Based standard regarding case loads would have come directly from State contracts, since that standard followed the State and local contracts very closely.
- The Committee expressed concern that Mr. Perez still had a fundamental misunderstanding of the role of standards of care, especially since OAPP staff have actively participated in the development of standards. In addition to participation on the expert review panels, there have been multiple opportunities for OAPP's input including a specific review of the CM, Home-Based standard with staff from the Commission, OAPP and the State for contract inconsistencies, and none were identified. He added that the medical outpatient standard has gone out for further revisions and review at least three times since it was originally created.
- Dr. Younai noted that Commission has repeatedly instructed the community that standards of care are minimum expectations and not best practices. Ms. Boger reassured the Committee that despite what was said at the meeting, standards are incorporated into OAPP's provider contracts as minimum expectations.
- Several recommended remedies to the misinformation were offered, including a letter to OAPP written by the Commission's Co-Chairs and a phone call between Mr. Perez and Mr. Vincent-Jones. The Committee agreed to a strategy that OAPP staff would follow-up internally to correct the inaccuracy, and that the Committee would develop a policy and procedure detailing the process by which standards are developed and clarifying the role of standards of care.
- ➡ Mr. Vincent-Jones will develop policy and procedures regarding the development of standards of care for the 10/1/2009 SOC Committee meeting.

6. **PUBLIC/COMMISSION COMMENT FOLLOW-UP:** There were no comments.

7. **CO-CHAIRS' REPORT:** The September Commission Meeting has been cancelled.

8. **STANDARDS OF CARE:**

A. **Case Management, Housing:**

- The Committee reviewed post-panel comments and agreed to present the standard at the 10/8/2009 Commission for public comment with the following revisions:
- Page 5, under **SERVICE INTRODUCTION**, bullet 2: change "Identifying realistic housing choices and encouraging multiple back-up services," to "Identifying realistic housing options and contingencies."
- Page 5, last bullet: replace listed staff names with their affiliations.
- Page 6, under **SERVICE/ORGANIZATIONAL LICENSURE CATEGORY**, second sentence: change "...procedures, and local laws and regulations," to "...procedures, and federal, state and local laws, regulations, policies and guidelines."
- Page 9, under **SERVICE COMPONENTS**, second sentence in second paragraph: change "...case manager's sole purpose..." to "...case manager's primary purpose...."
- Page 10, under **OUTREACH**, first bullet: delete Service Provider Networks (SPNs) as they are no longer contracted. The Committee recommended that SPNs be deleted from all standards where appropriate.
- Page 12, under **INTAKE**, second bullet: change "Client name, home address, mailing address and telephone number," to "Client contact information and/or addresses."
- Page 16, second bullet: add to end of sentence for HUD consistency "...avoids homelessness, but likely to need more support."
- Page 16, third bullet: add to end of sentence for HUD consistency "...known to be homeless, in jail or disconnected from the system."
- Page 18, under **IMPLEMENTATION OF IHP, MONITORING AND FOLLOW-UP** add "Landlord retention efforts" as major bullet.
- Page 26-27, under **Staff Development and Enhancement Activities** add eight hours of HOPWA and HUD annual continuing education to box.

B. **Medical Outpatient Services:** The Committee agreed to postpone reviewing public comments received until the 10/1/2009 Committee meeting.

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9. **SERVICE EFFECTIVENESS:** This item was postponed.
10. **GRIEVANCE POLICY AND PROCEDURES:** This item was postponed.
11. **STANDARDS REVIEW POLICIES:** This item was postponed.
12. **MEDICAL CARE COORDINATION (MCC):** This item was postponed.
13. **ACTIVITY UPDATES:** Mr. Vincent-Jones reported the National Institutes of Health (NIH) grant application for HIV Oral Health Modeling and Effectiveness Study (HOHMES) was not funded, but will be resubmitted. He added that they had not really expected it to get funded since there were evidently 20,000 applications and only 400 awards, but that it had gone relatively far in the process and had received written critiques from the evaluators—making it close to the final stage of review and evaluation. There was no discussion regarding **Standards Publication** and **Special Population Guidelines**.
14. **COMMITTEE WORKPLAN:** There was no additional discussion.
15. **AETC REPORT:** There was no report.
16. **NEXT STEPS:** There was no additional discussion.
17. **ANNOUNCEMENTS:** There were no announcements.
18. **ADJOURNMENT:** The meeting adjourned at 11:55pm.